

## SELECTBOARD MEETING MINUTES

---

Tuesday, December 6, 2016, 6:00 p.m, Old Schoolhouse Common

---

Present: Selectboard members Laurie Colgan, Chris Martin and Andy Perchlik; Town Clerk Bobbi Brimblecombe (arrived at 7:15); Road Foreman Dan Tetreault; Visitors Charlie Burbank, Jeff Kantor

At 6:00 p.m. the meeting was called to order by Chair Andy Perchlik

### **Public Comment/Unscheduled Appearances**

>>Charlie Burbank. Lives on Hollister Hill. Provided comments opposed to the Hollister Hill Apartments grant application.

>>Jeff Kantor. Went over the Environmental Certification for Hollister Hill apartment grant application. The Selectboard said they would sign and submit the certification on-line.

1. Vandalism at Old Schoolhouse Common
  - a. Talked about Vandalism and security options. Lighting options & Camera. No action taken. Selectboard tabled the issue until the next meeting and will look at estimates from Mt. View Security.
2. Policy for inspecting Cassidy bridge
  - a. Spoke with Dan about bridge. Dan said he inspects the bridge each year. Selectboard clarified that the Town policy is that the bridge gets inspected by the road foreman every year (could be part annual road tour) as well as after major weather events, and will inform the Fire Chief of the inspection.
3. Discussed the draft OSC budget with Dan, no changes to the draft budget were made.
4. Dan explained the plowing problem on May Road. The resident at the end of May rd was complaining about the condition of the road, but road crew can't plow the road as there is stuff blocking the place to turn the plow truck around. Selectboard will send letter to Albert and Sarah May saying the road crew can't plow the road because they can't turn the truck around. If the turnaround is cleared of the items there the town will return to plowing the road.
5. Dan expressed concern the road crew had about a Twinfield bus driver that they think is not driving safely. Chris said he will talk with the principal at Twinfield. Andy said he will contact Patrick Healy.
6. Review and Approval of Minutes 11/15, 11/22
  - a. Chris moved both minutes, Andy 2nd and motion passed.
7. Budget Preparation –
  - a. Old Schoolhouse Common budget was discussed with Dan. No changes were made to draft. Dan left the meeting.
  - b. Reviewed and discussed the rest of the draft Budget
  - c. Met with budget committee and discussed budget and their decision on the appropriations to out-of-town organizations.

8. Discussed the Budget for the Cemeteries (including allocation of investment income),
  - a. Increased the budget for mowing \$100 to \$8,600.
  - b. Decided to continue having the Perpetual Care Account dividends re-deposited into the Perpetual Care Account and the interest earned deposited into the Operational fund.
9. Health Officer: Discussed the health officer stipend and possible need to increase. No action taken.
10. Discussed the possible new federal overtime rules
11. Reviewed the Personnel Policy on Sick Leave and Vacation time accrual, no changes to the policy were made. Andy asked if pay-stubs could include information on the employee's sick leave and vacation time balances and make sure the pay-roll system as a maximum for each.
12. Discussed employee evaluations and the need for conducting them on a regular basis, and that that they shall be done at least annually.
13. Status Reports for ongoing projects were given
  - a. Sidewalk plowing contract
  - b. Letter concerning beavers
14. Expenses, Permits & Payroll: Selectboard members read and signed reports for General Expenses and Payroll.

The meeting adjourned at 9:43 p.m.

Respectfully submitted,  
Andy Perchlik, Selectboard

The foregoing is a true copy of the Minutes of the December 6, 2016 Selectboard Meeting.  
A True Record. Attest, \_\_\_\_\_, Town Clerk

\*\*\*\*\*